

AZ ABLE Oversight Committee Meeting Minutes

May 5, 2020

In Attendance via Google Hangouts:

Brittaney Chipley – Executive Director
Adrienne Walker – Executive Staff Assistant
Cassidy Taylor – DES DBF Assistant Director, Committee Member
Robert Fleming – Committee Chair Member
Karla Phillips – Committee Member
Grahame Richards - Committee Member
Jason Snead – Committee Member
Fareed Bailey – Committee Member
Kimberly Grantham – DES DBF Procurement Manager

Absent:

Joyce Millard-Hoie - Committee Member

1. The meeting is called to order at 10:03am.
2. Mr. Fleming welcomes everyone and completes roll call.
3. Mr. Fleming motions to approve 2/4/2020 meeting minutes. There are none opposed, and the motion carries unanimously.
4. Reports Review (Brittaney Chipley)
 - a. Monthly/Transaction Reports (January-March 2020) and Outreach/Metrics Reports- Ms. Chipley asks if there are any questions regarding the reports. There are none.
5. National Association of State Treasurers (NAST) ABLE Committee Updates (Brittaney Chipley)
 - a. National Data - Mrs. Chipley asks if there are any questions regarding the data. Mrs. Phillips asks about the impact of COVID-19 on accounts and what is preventing more people from signing up. Mrs. Chipley explains the impact and the myths surrounding ABLE but shares that account enrollment and contributions compares very favorably with the number of accounts added during the same time period last year. Mrs. Phillips additionally asks about the impact of tax deductions in other states on their account enrollment. Mr. Fleming, with Mrs. Chipley co-signing, explains that it would be difficult to measure that because the legislation was initially included in other state's ABLE legislation.

6. OH STABLE & Partner States Updates (Brittaney Chipley)

- a. Outreach Updates - Mrs. Chipley asks if there are any questions regarding the PowerPoint. There are none.
 - 1. ABLE Stimulus Outreach Presentation – Mrs. Chipley explains that the STABLE Account outreach team put together a webinar-style presentation which includes information on stimulus funds and STABLE Accounts.
- b. Program Updates - Mrs. Chipley asks if there are any questions regarding the program updates. There are none.
 - 1. Multi Factor Authentication – Mrs. Chipley explains that the MFA changes went into effect on 4/15. Initially, the call volume was higher but is now reasonable and at an expected level. By Friday, 4/24, call volume was normal and 2,466 people had signed up.
 - 2. COVID-19 Flyer – Mrs. Chipley states that the COVID-19 flyer, which available in Spanish, was emailed to beneficiaries and ALRs (Authorized Legal Representatives). It encourages those we serve to save or invest their stimulus check in their account. OH is working on updating all websites to a COVID-19 message at the top of the landing page. There will also be a button to a new subpage that will serve as a place to house documents and provide updates on COVID-19.
 - 3. Request for Proposals (RFP) - OH is still gathering information to make a final decision.
 - 4. Enrollment & Contributions - Account enrollment and contributions for OH and its partner states have been stronger than expected given our current circumstances. Both compares very favorably with the number of accounts added during the same time period last year.

7. AZ ABLE Updates/ Follow-Up/Initiatives (Brittaney Chipley)

- a. Tax Deduction Legislative Proposal – Mrs. Chipley gives an update, explaining that the proposal was sent to the state's AG's office for review. After that, it will be reviewed by FSA for fiscal impact, then sent to the Director, Deputy Directors and Legislative Services for review.
- b. Budget Expense Report – Mrs. Chipley explains that AZ ABLE is part of DBF's budget, but expenditures are tracked separately. However, out of state travel across DES is budgeted within the Office of the Director and not in DBF. There are no questions regarding the report.
- c. FY 2021 Budget/Marketing Plan Presentation (Brittaney Chipley & Kimberly Grantham, DES Procurement Manager) – The Committee agrees to continue with the marketing presentation even though appointments are currently set to expire 7/1/2020. Mrs. Grantham explains the procurement process for selecting a marketing vendor, pointing out that contracts are set to expire in August 2020. She further explains the solicitation process (from release to awarded contracts). Mr. Fleming asks about the action items for selecting a vendor. Mrs. Chipley explains that the Committee needs to select one or more categories of services and provide a target amount/budget for services to develop a cost-effective plan with DBF. Mrs. Phillips asks about the ongoing budget, and Mr. Taylor explains that the state is on an annual budget. It is agreed that Mrs. Chipley will select the category of services and come up with a target budget, presenting an executive level of summary marketing plan to the Committee.

8. Open Forum & Call to the Public (Richard Fleming) - Mr. Fleming announces an open forum and call to the public. There are no comments.

Mr. Fleming requests that Mrs. Chipley send Committee members their term expiration dates and information on renewal.

9. Adjournment (Richard Fleming)